

PASS TO ALL ORGANIZATIONS ASSIGNED UNITED STATES ARMY RESERVE (USAR) MEDICAL SERVICE CORPS OFFICERS

1. SUBJECT. **THE 2003 CHIEF, MEDICAL SERVICE CORPS AWARD OF EXCELLENCE FOR THE UNITED STATES ARMY RESERVE (USAR).**

2. REFERENCE.

A. OTSG REGULATION 15-31-1, DATED 3 MAY 1988.

B. ARMY REGULATION 600-8-2, 30 OCT 87, SUSPENSION OF FAVORABLE PERSONNEL ACTIONS (FLAGS).

3. BACKGROUND INFORMATION. THE CHIEF, MEDICAL SERVICE CORPS AWARD OF EXCELLENCE AND JUNIOR OFFICER WEEK PROGRAMS PROVIDE PERSONAL RECOGNITION TO OUTSTANDING JUNIOR MEDICAL SERVICE CORPS (MSC) OFFICERS WHO HAVE MADE SIGNIFICANT CONTRIBUTIONS TO THE AMEDD MISSION AND PERFORMED IN AN EXCEPTIONALLY OUTSTANDING MANNER.

A. AWARD OF EXCELLENCE. THE CHIEF, MEDICAL SERVICE CORPS AWARD OF EXCELLENCE PROGRAM PROVIDES PERSONAL RECOGNITION TO AN OUTSTANDING US ARMY RESERVE JUNIOR MEDICAL SERVICE CORPS (MSC) OFFICER WHO HAS MADE SIGNIFICANT CONTRIBUTIONS TO THE AMEDD MISSION IN THE ARMY RESERVE AND PERFORMED IN AN EXCEPTIONALLY OUTSTANDING MANNER. ONE AWARD IS AVAILABLE EACH YEAR FOR A USAR JUNIOR MSC OFFICER (NOT ON THE ACTIVE DUTY LIST) IN AOC/MFA 67,70,71,72,73 AND MOS 670A (HEALTH SERVICES MAINTENANCE TECHNICIAN). TITLE 10 AND TITLE 32 ACTIVE/GUARD RESERVE (AGR) OFFICERS ARE ELIGIBLE FOR NOMINATION. THE AWARD IS PRESENTED ANNUALLY BY THE CHIEF, MEDICAL SERVICE CORPS AT THE AWARD OF EXCELLENCE LUNCHEON. THE 2003 AWARD OF EXCELLENCE LUNCHEON WILL BE HELD IN APRIL/MAY 2004 SPECIFIC DATE TO BE DETERMINED(TBD).

B. JUNIOR OFFICER WEEK. SINCE 1985, THE OFFICE OF THE CHIEF, MEDICAL SERVICE CORPS HAS INVITED A SELECT GROUP OF DESERVING JUNIOR OFFICERS TO PARTICIPATE IN THE JOW ACTIVITIES, HELD IN THE NATIONAL CAPITOL REGION. THE PURPOSE OF THE JUNIOR OFFICER WEEK ACTIVITIES IS TO RECOGNIZE OUTSTANDING JUNIOR MSC OFFICERS AND GIVE THEM THE OPPORTUNITY TO MEET AND DISCUSS ISSUES WITH THE SENIOR LEADERSHIP OF THE MEDICAL SERVICE CORPS, THE ARMY MEDICAL DEPARTMENT AND THE DEPARTMENT OF DEFENSE. IN ADDITION, OVERVIEWS AND TOURS ARE PROVIDED OF SEVERAL KEY ORGANIZATIONS INCLUDING OFFICE OF THE SURGEON GENERAL, OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE (HEALTH AFFAIRS) AND MSC BRANCH, PERSONNEL COMMAND. OTHER TOURS WILL INCLUDE: PENTAGON, WHITE HOUSE, ARLINGTON CEMETRY, OLD GUARD, STAFF RIDE TO A BATTLEFIELD, AND THE D.C. NATIONAL MONUMENTS. JUNIOR OFFICER WEEK WILL BE HELD IN APRIL/MAY 2004 SPECIFIC DATE TBD.

C. SELECTION BOARD. THE CHIEF, MEDICAL SERVICE CORPS WILL CONVENE A BOARD OF SENIOR MSC OFFICERS TO SELECT THE AWARD OF EXCELLENCE RECIPIENTS AND THE JUNIOR OFFICER WEEK PARTICIPANTS FOR FY04. ***IN ORDER FOR A JUNIOR MSC OFFICER TO PARTICIPATE IN JUNIOR OFFICER WEEK, THE INDIVIDUAL MUST BE NOMINATED FOR THE AWARD OF EXCELLENCE.***

4. ELIGIBILITY. NOMINATIONS FOR US ARMY RESERVE JUNIOR MSC OFFICERS IN THE RANK OF 2LT-CPT (NOT PREVIOUSLY CONSIDERED FOR PROMOTION TO MAJ) AND WO1-CW2 (NOT PREVIOUSLY CONSIDERED FOR PROMOTION TO CW3) MAY BE MADE FOR ANY PERIOD OF DUTY PERFORMANCE. OFFICERS WHO HAVE PREVIOUSLY RECEIVED THE AWARD OF EXCELLENCE, IN ANY CATEGORY, ARE NOT ELIGIBLE. THIS MESSAGE IS ONLY APPLICABLE TO US ARMY RESERVE JUNIOR MSC OFFICERS. A SEPARATE MESSAGE WILL BE PUBLISHED APPLICABLE TO ACTIVE DUTY AND ARMY NATIONAL GUARD OFFICERS.

5. NOMINATION PROCEDURES. INDIVIDUALS IN THE SUPERVISORY CHAIN MAY NOMINATE ELIGIBLE US ARMY RESERVE JUNIOR MSC OFFICERS FOR THE AWARD OF EXCELLENCE. THERE ARE NO LIMITS TO THE NUMBER OF OFFICERS A UNIT OR INSTALLATION CAN NOMINATE. REQUEST THAT "LOCAL BOARDS/SELECTIONS" NOT OCCUR. NOMINATIONS WILL BE IN MEMORANDUM FORMAT CONTAINING THE FOLLOWING REQUIRED INFORMATION.

- A. GRADE, NAME AND SOCIAL SECURITY NUMBER.
- B. ORGANIZATION OF ASSIGNMENT.
- C. INCLUSIVE DATE FOR WHICH RECOMMENDED.
- D. GRADE AND DUTY ASSIGNMENT DURING THE RECOMMENDED PERIOD.
- E. SUMMARY OF DUTY PERFORMANCE AS A BASIS FOR NOMINATION (UNCLASSIFIED AND NOT MORE THAN TWO PAGES IN LENGTH).
- F. STATEMENT THAT THE NOMINEE IS NOT IN CONTRAVENTION TO AR 600-8-2.
- G. COPY OF APPOINTMENT LETTER SHOWING THAT THE NOMINATED OFFICER/WARRANT OFFICER HAS BEEN APPOINTED AS A MSC OFFICER/WARRANT OFFICER.
- H. DA FORM 71 - OATH OF OFFICE.
- I. DA FORM 4213 (SUPPLEMENTAL DATA FOR ARMY MEDICAL RESERVE OFFICERS; CURRENT WITHIN THE LAST 12 MONTHS).
- J. LAST THREE OFFICER EVALUATION REPORTS.
- K. OFFICIAL MILITARY PHOTOGRAPH WITH HEIGHT/WEIGHT, DATE AND OFFICER'S SIGNATURE ON THE BACK OF THE PHOTO.
- L. BIOGRAPHICAL SUMMARY.
- M. LETTERS OF ENDORSEMENT (NOT MORE THAN THREE PER NOMINEE) WILL BE ACCEPTED. A SENIOR OFFICER MAY ENDORSE MORE THAN ONE OFFICER BUT EACH OFFICER ENSORSEMENT MUST BE ON A SEPARATE MEMORANDUM. LETTERS OF ENDORSEMENT ARE NOT REQUIRED.
- N. OFFICER RECORD BRIEF (DA FORM 4037) (AGR ONLY).
- O. DA FORM 2, 2-1, 2A.
- P. POINT OF CONTACT FOR NOMINATING OFFICER TO INCLUDE PHONE NUMBER AND EMAIL ADDRESS.

Q. SUBMIT NOMINATIONS BOUND WITH ONE STAPLE. DO NOT SUBMIT NOMINATIONS IN FOLDERS, BINDERS, OR DOCUMENT PROTECTORS.

R. MAIL NOMINATIONS TO:

OFFICE OF THE CHIEF  
MEDICAL SERVICE CORPS  
5109 LEESBURG PIKE  
SKYLINE 6, SUITE 682, ATTN: DASG-MS  
FALLS CHURCH, VA 22041-3258

S. NOMINATIONS VIA E-MAIL WILL ONLY BE ACCEPTED IF:

(1) THE ELECTRONIC VERSION IS SIGNED USING ELECTRONIC SIGNATURE, OR

(2) A SIGNED COPY OF THE NOMINATION IS FAXED TO  
(703)681-3035 (DSN 761), ATTENTION TO CPT AMY KING.

6. SUSPENSE. NOMINATIONS ARE DUE TO THE OFFICE OF THE CHIEF, MSC **NLT 3 NOVEMBER 2003**. AWARD OF EXCELLENCE RECIPIENTS AND JUNIOR OFFICER WEEK PARTICIPANTS WILL BE NOTIFIED MID JANUARY 2003.

7. POC. CPT AMY KING AT DSN 761-3045, COMMERCIAL (703)681-3045, OR E-MAIL AMY.KING@OTSG.AMEDD.ARMY.MIL

8. REQUEST WIDEST DISSEMINATION OF THIS INFORMATION.